

**Town of Milton
Water Committee Meeting Part One
Milton Town Hall, 115 Federal Street
Wednesday May 2, 2012 at 4:00 p.m.**

**Transcriptionist: Helene Rodgville
[Minutes are Not Verbatim]**

1. Call to Order
Councilman West: Called the meeting to order at 4:00 p.m.
2. Approval of Agenda
Councilman West: Can I get a motion to approve the agenda?
Win Abbott: Pardon me, Councilman West. For the benefit of our transcriptionist and for the record, perhaps we should announce our names, so she can understand whose voice it is.
Councilman West: At this time, I'm going to please ask everybody to state their name:

<u>Councilman West</u>	Present
Dennis Hughes	Present
John Bushey	Present
Allen Atkins	Present
Bill Woods	Present
Mike McNamara	Present
Win Abbott	Present

Councilman West: Okay, can I get approval of the agenda?
John Bushey: I make a motion that we approve the agenda as it is in printed form.
Allen Atkins: Second.
Councilman West: We have a motion and a second to approve the agenda. All in favor say aye.
John Bushey: First you should ask if there are any questions on the motion, Emory. But I don't have any questions.
Councilman West: Leave it to Jack.
John Bushey: All those in favor of it.
Councilman West: All in favor say aye. Opposed. So carried.

3. Old Business
4. Continuing Business
5. New Business
Evaluation of Proposals for Engineering Services Regarding Water Facility Planning Study
Councilman West: I'm going to turn this over to Allen or Win.
Win Abbott: I'll pick it up. Gentlemen, since I know that we haven't been together for some time and a lot of things have happened, but we just approved an agenda that has just one item, so we're going to limit our discussion to just talking about this one item. If, however, you obviously need to come together again in another month, discuss other things that relate to the Water Committee, Councilman West and I will help coordinate that for you, but today our

agenda is limited to this one item. At the risk of boring you all to tears, with all the stuff that I've written out to you, I thought that I would go over how this comes together and some of the reasons why it is that way, to make it a little bit easier for you all to be productive during this session here. The procurement of professional services for the Town of Milton does not require that we have competitive bids, however, it was instructed by Council to do just that. There's only one difficulty in that, we don't have a written policy for how we're going to do it and this matter had to be moved forward in an expedited fashion. I did my due diligence and put together some information, provided it to the council people and the Finance Committee and yourselves, as things have gone along. We've taken a number of measures to treat this as if it's a much larger contract, because this will be something that we can model our actions after in the coming year, as we look at some larger contracts for professional services, as was recommended by our Finance Committee. So some of the steps that we take through this go a little bit above and beyond what you might normally do, but it's to put Best Practices in place, so that we can use it for other things in the future. One of the things that we did was to advertise it two weeks running in a newspaper that is published throughout the State of Delaware and that's a practice that they do in the State of Delaware in the Office of Management and Budget. Another thing that I also did was to reach out directly to six different engineering firms, with expertise in this particular field, that have offices in Kent and Sussex County, Delaware. So with all that up front, what we got was two responses, which is good, we have a competition, nonetheless. When it comes to professional services, it's a qualitative approach. It's not whoever puts out the lowest bid. What we're looking for is people who have expertise in this area of study and who fulfill the recommendations that we have for that. There is an RFP, Request for Proposals, that went out. The RFP was very much modeled after this little packet that you have here. This packet that you have here was the grant application and within the grant application you'll find, on Page 2; everybody has a copy of this in your packet; where it says Minimum Elements Required. I literally copied and pasted that directly into the RFP that was put out for all the engineers to have, because, of course, the point of us hiring them is for this particular firm to help us to meet the requirements of this. Now there are a couple of other things that I put in the RFP which were more personalized to the needs of the Town of Milton at this time. One thing, which was put right up front, as a very important thing and some information came forward after the RFP went out, that they've addressed, is this, that what I was looking for is a seamless document that marries our Water Facilities Master Plan to our Comprehensive Plan to the policies that we enact as we go forward in doing things. Because of the turnover in both our Council and Administration, it wasn't clear exactly where we stood, until I did a little more research in the past few weeks and that is this. Our current Town Engineer was contracted to do this very same study in late 2007 through 2008 and what the townspeople saw as a part of our Public Hearings before the Referendum was not the proposal by CABA Associates, it indeed was the adopted Master Plan for the Town of Milton. That same Master Plan was made an integral part of the Comprehensive Plan and the Comprehensive Plan, as well as the Master Plan, were both voted on by Council, received unanimous votes, and the Comprehensive Plan went on and was signed by the Governor. So this seamless fabric that marries all the parts together into one thing is mentioned in the very beginning of the RFP and is also in the evaluation criteria. Some of those answers have become evident, just in the past few weeks. But the fact is that the RFP asked for them to address this particular thing, so we should expect to see the responses come back that way, too. A couple of other things that were in the RFP have to do with some of the things that we went through, public outreach expectations, and leaks or missing water in our system, and so on and I just wanted for them to be cognizant of these

factors when they wrote their responses. Now I'll go on to the evaluation sheets that we have here. These are very important because it makes the due process that we go through, as objective as possible. Now, as I said before, professional services is a qualitative assessment, so there is discretion on all your parts, how you feel about the responses; were they complete; were they the kind of things that you're looking for; or whatever the case might be. But the bottom line is they really need to address the things that were required in that and just by way of illustration, I'll show you how this works. If you all could pull the Pennoni, we have two proposals. One is from George, Miles and Buhr and the other one is from Pennoni Associates. I want to do this just by way of illustration, so you can understand how this works and make your reading a little bit easier. Alright, if you pull out the Pennoni thing and your evaluation sheet, you'll see requirement no. 1 on your evaluation sheet. I'm going to sort of go back and forth to them, so that you can follow how this is modeled. This exercise is something like a test that you might have gotten in High School or your first year of College, where they give you step by step by step directions and how you follow the directions is how you'll be graded on it. If somebody gets it wrong, they skip a step, or whatever, you can tell they're not paying attention and therefore their grade is diminished by that factor. It's very clear that way.

John Bushey: So we'll be graded on this? I think sometimes in all the bull, so much garbage is dropped into this, which I'm perceiving a lot of this right now as garbage, and basically, we're here to address a water problem. What does the Comprehensive Plan say we should accomplish?

Win Abbott: I'm sorry, I thought we were here to evaluate proposals.

John Bushey: Well, I'm sorry. I misunderstood. Okay. Let's go. I'm with you.

Win Abbott: Okay.

John Bushey: I have the proposals right here.

Win Abbott: So requirement no. 1 is the proposal must describe how the study outcome will enable the Town of Milton to utilize the Comprehensive Land Use Plan and/or Development Strategy to develop a Water Facilities Plan. So contributing factors. This is the middle column under the evaluation. "A" says, a study outcome that more clearly links the Comprehensive Plan to the Water Facilities Master Plan is the minimal expectation. So if you'll go from that and look at the Pennoni Associates proposal, page 2, first bullet item and just read it. When you read it, it's almost a rehashing of exactly what the expectation was as spelled out, so okay. They're paying attention. They're not leaving out that particular detail. They should at least get the minimal points attributed to this particular factor. Alright, contributing factors to the grade "B" says, goals that are articulated in the Comprehensive Plan and supported by the Master Plan require policy recommendations to ensure Council and Committee activities are in concert with the same. Proposals with this feature would rate higher. Now if you look at Page 2 of the Pennoni proposal and read the second bullet – you'll see how that mirrors it. Alright, third contributing factor to getting the best possible points under requirement no. 1 is a study outcome that would include a schedule of possible amendments and the potential consequences of each, would rate the highest. So I found that on the Pennoni proposal, page 2, the third bullet and also page 2 the fifth bullet, answer these particular requirements of the proposal. So the second requirement of the proposal... If you read this particular proposal that this particular engineering firm put together, and consider the things that were the expectations coming out of that, you might grade them 15, 20, 22, 25 points; 25 points is the maximum for this particular thing. This is an attempt to create some objective grading method for the fulfillment of this particular need. So the second requirement is that the proposal must describe how the study outcome will include financial planning for the system. So once again "A" says it includes

validation of our current rates and the impact fees relative to the cost of operations. It is a minimal expectation. Well if you look on the Pennoni proposal, page 2, second part, first bullet, it says this is what we're going to do. So I saw that for requirement 2a, I found some validation of that on page 2, second part, first bullet and also page 3, the first bullet. You can go on through each one of these things with the two different proposals and find how each one addressed it. My overall view is that George, Miles and Buhr had a proposal that indicated that they were, let's just say more creative, a little more colorful, easier to follow, might be better presenters, however, the Pennoni Associates indicated several points in their commitment to the town by attending Town Council meetings and did not set up exclusions, like attending a second Public Hearing, or whatever the case might be. Both proposals and I went through them step by step by step, which is what you guys are here to do, I found them to be very close. One was stronger than the other in some points and then the other one, I would say, beat out the other. When it came right down to it, Mr. Bushey, your overall view would be validated. But I don't want for us to stand by the whole evaluation process, because that was the point of going through this and we want to be sure that we're following the protocol and that our actions are transparent.

John Bushey: Excuse me. Our actions are transparent? I believe this confuses the transparency. I mean so much garbage here and what does our Comprehensive Plan identify? I would like to see what our Comprehensive Plan... These people say I read this and this is what this is. Wait a second. It's a shame I didn't have these two proposals to read prior to this. Maybe I would be a little bit more sympathetic to these people. First off, are we paying for this?

Win Abbott: The State of Delaware Office of Drinking Water...

John Bushey: We are paying for it through tax grants or whatever. Our tax dollars are paying for it.

Councilman West: It will be grant money.

John Bushey: We're paying for it. So as far as I'm concerned, this is a waste of money and time.

Win Abbott: Okay.

John Bushey: So what we're getting to is, we just tried to get a Referendum passed to upgrade our water system; a new tower, this and this and this. So the town apparently identified there is a potential need. Now, all of this – what's this going to tell us about meeting that particular need? I can tell you sitting right here, _____ all this garbage away, the town has a definite need. You need to address it, here's the statistics, right here the man has supplied you to the Town of Milton. Here is your population. So we're wasting... I'm just frustrated by having to read all this stuff and make an assessment to come up with something I already know needs to be done.

Bill Woods: May I make a point?

Win Abbott: Yes, Sir.

Bill Woods: I came here a little early, ready to write – the schedule didn't come to this office until Friday.

John Bushey: Okay.

Bill Woods: But once I read and I have to admit I was a little suspect about the process here, but upon reading these and looking at this and hearing how he explained it, if the town accepts the fact that they're concerned about the water storage and it's great, someone here in this room might say I know the solution, except there are a lot more people voting and that's what happened. It got voted down. The effort here is to have someone come in, who is not part of the present Council, is not part of this committee, wasn't the engineer who said you needed a new water tower, to look at things again and if you look at... I picked out someone I liked already, but either proposal would do it, but if you looked through this one proposal that I would like

they have a grasp of what the overall picture is and they only want \$7,500 to do it. I think it's a no brainer that if you want to go back to a new Referendum, then something at least has to happen and it's the only solution to get a fresh outlook so more people vote the way the Town Council was hoping everybody would vote for.

Dennis Hughes: So a second opinion, basically.

Bill Woods: Yes, that's how I look at it as a second opinion. They do address the thing that bothered everybody; that's addressed in here. Now let's be clear though, this engineering study might tell us to spend more money to find out more missing water; there could be money spent to answer that question permanently. Before your next Referendum, they might request that you buy some flow meters or different odds and ends like that, so this could be the beginning to more money spent. I'm not going to say that this is going to solve it all, but it's not that much more.

John Bushey: It's a shame we didn't have this. Maybe I would be more tolerant if we had an opportunity to read both of these reports and the community would make an evaluation. I can see where we're going to have several more meetings to get the town; really the town and help the town sell the idea that this water tower is needed. Needed.

Win Abbott: I did all the explanation, but truly it's Councilman West's meeting. Please address the chair.

Mike McNamara: Is it our job here to give these two proposals points and the one with the most points is going to get our vote?

Councilman West: Not necessarily.

Mike McNamara: Well is it our job to give them points?

Councilman West: Is that what you want Win?

Win Abbott: The outcome should be this. The Water Committee has a recommendation to Council. That's the outcome. Now, I tried to put all the pieces in place that would give you a rationally, defensible position in making that recommendation, but you all can talk around this table and say I like these fellas better and that can be your recommendation. You just have to defend it based upon that, but I tried to help you out here by giving you a foundation on which you can make that decision; whether you choose to do the point method or not, it's up to you guys.

John Bushey: Okay, all right, I understand that, so really what is to read these, make a recommendation back to Council what we feel is the most objective person to go with and they want to have a firm to come in and help solve it.

Mike McNamara: We can't do that right now. We have to take these home and read them. We can't... I mean isn't that right?

John Bushey: I agree with you.

Mike McNamara: There are multiple pages here that if we're going to sit down and really come up with a prudent decision,

John Bushey: Mr. Abbott, it's just a shame. I know your busy schedule; if you had gotten this to us on Monday, I could have had this read, you know, and come a little bit better prepared. I guess I've gone back and read so much other literature and stuff that goes back several years that I was able to pull up and a report from 2008 and all that, you know, and insights into a lot of things and I just formulated an opinion how to perhaps have a solution for short term, for a couple of years, to our problem, which I see is also on a higher priority, as an emergency issue. Having this and understanding what our game plan should be, I would like to say can we have a meeting next week; give us a chance to read these reports and come back and have a recommendation to go back to the Council for their... We can't do it for the May meeting, can

we?

Councilman West: No, because the May meeting is Monday night.

John Bushey: A little too quick, but by a June meeting and maybe we need to have another couple of meetings before the June meeting to really hash out a lot of things and there might be more things that come to light that we need to address.

Win Abbott: This is entirely at your discretion. I can tell you this much. The money might not be there in June. That's why this whole thing has been expedited. I called everyone and said these proposals would be here at 4:30 on Friday afternoon; my office is open; you can come in and examine them any time you want. So you could have been here on Monday and read them, because they were here.

John Bushey: You made what kind of a..?

Win Abbott: In phone calls, emails, letters I put out; whatever. I indicated that the proposals would be here; they will be in the Town Manager's office for anyone to come in and review, committee members, council members, or anyone. So I'm sorry that you didn't understand that much, but it's entirely up to you guys how you want to proceed.

John Bushey: Does the Mayor plan on calling a special meeting at the end of May?

Win Abbott: No.

John Bushey: Because you said the money might not be available in June.

Win Abbott: That's correct.

Bill Woods: Let's ask the question about this time line that we're under. If a Referendum is voted down, isn't there an amount of time you've got to wait before you can go back and vote again? I thought it was like six months.

Win Abbott: No. But regardless of that, here is what it comes down to and this study, in the RFP I asked for how they could get this study done in about three months time and if you look at the time line now, if you have a recommendation today, tomorrow, whatever; Council goes into, with your recommendation, has a Draft contract, goes into contractual negotiations with the selected firm and it takes them a couple of weeks before they work out the details and everybody is in agreement. Then they'll be basically starting at the end of May; they'll be completing it at the end of July and at the beginning of the application period for the next round of SRF funding is the beginning of August. So then the SRF Funding application, the outcomes, are announced in December and then in December you have an opportunity to schedule a Referendum for the next March for a start date of April, just like we did last time. That's how the whole time line works together.

Councilman West: Okay, I've got a question for all of you and this will pertain to Win. If you all take these papers home and study them and go over them, could you get him an answer by Friday afternoon so we can present this to Council Monday night?

Mike McNamara: Without having a meeting, you mean?

Councilman West: What I'm saying is you go through these, evaluate them the way you feel comfortable with, and bring them back to Win Friday afternoon; he can go over them and then he can tell who you think is the best of the two. Does that make sense?

John Bushey: We are all aware of your pressure for your time schedule. What time do you finish work on Friday afternoon?

Bill Woods: Oh, 3:00.

John Bushey: So you could be here at 3:30?

Bill Woods: 4:00 is more like it, but yeah, 3:30 if there's no traffic.

John Bushey: You drive slow.

Dennis Hughes: No, it just took me 45 minutes to come from Food Lion in Milton.

Mike McNamara: Well I think we should decide, as a Committee. I don't have a whole lot of experience on this and perhaps I would be going down a road that I wouldn't have the best of knowledge about.

Councilman West: Well if you have any questions, you can definitely call Win or Allen and they will answer the best that they can do for you.

Mike McNamara: Okay. Okay.

Councilman West: I mean if you all want to get together at 4:00 p.m. again on Friday, is that possible?

Win Abbott: Yes, Sir, absolutely.

Councilman West: After you've had more time to...

John Bushey: We can sit here and read it, but it might be 7:00 p.m. by the time we finish reading it.

Councilman West: That's what I'm saying. That's what I'm saying. By Friday afternoon by 5:00 p.m. Win and Allen should have an answer of what we need to be brought before Council Monday night. Does that make sense?

John Bushey: I would be more willing to meet here at 4:00 p.m. all of us to look each other in the eye ball.

Councilman West: That's fine. You know, that's fine. But I was going to try and save everybody from having to be here at the same time if they had other things to do.

Dennis Hughes: Emory, I think that if we do meet like you said, other times when you're working on something you have an opinion; you go through the whole thing. If you all come in... I see it differently then it might be. It might change my whole way of looking at what it was.

Councilman West: Right.

Dennis Hughes: And another thing too, I think on the Referendum, a lot of people thought; and nothing against CABA Associates, I worked for them back in 1978 when I was on Council, that from what I heard they thought they were trying to ram something down our throat. You know what I mean? And I think the idea is that we discussed at the Finance Committee Meeting too, that changing it to say that you do get aggravated from stuff like that, will probably change some of their thinking. I agree that maybe if we could meet Friday and then that way...

John Bushey: You mean 4:00 Friday?

Councilman West: Okay. Does that suit everybody? 4:00 Friday.

Allen Atkins: I won't be here Friday.

John Bushey: Why?

Allen Atkins: I'm off Friday.

Dennis Hughes: You're going to have to come to work.

Councilman West: Leave's been canceled.

Dennis Hughes: We'll make you a citizen and you can volunteer that day. How's that?

Councilman West: That way, if you've got any questions, just write them down and we'll try to get the best answers we know what to get, but I'm like Mr. Hughes, that a lot of scuttlebutt that I've had on the street, part of the reason that Referendum didn't pass, was because of CABA Associates. So this would bring new players into the game that maybe the people might trust over CABA Associates.

Dennis Hughes: I'm not saying that CABA Associates did anything wrong.

Councilman West: No, but I think a new perspective from another outfit, might set people's conscious better.

Bill Woods: You can't go back to a Referendum and have the same people say the same thing

again.

Councilman West: No.

Bill Woods: It would be... You've got to have a different face up there.

Dennis Hughes: Or a different thing. If they come back and they say the exact same thing, then you...

John Bushey: Emory, I understood from a lot of people that they felt that there were other options out there to resolve the problem and that this was an expensive way to go and there were less expensive ways to go to accomplish the same thing. So that's why I thought a lot of people voted no and also they couldn't answer the question about the 11 million gallons. Alright? That was a big thing right there.

Councilman West: Yes.

John Bushey: Yes I guess. No question.

Councilman West: But I can say this Mr. Bushey, that Win and Allen have been doing their homework on this 11 million gallons and they've pretty well got it covered, because if you've been to the last Council Meeting, part of it has to do with the old water meters that are only reading half of what they should be reading.

John Bushey: Where's my old water meter? At my house.

Councilman West: They made sure that you were one of the first ones that got a new one.

Win Abbott: Alright, gentlemen, I just want to offer something, just to make sure that we're all square with this. The purpose of our meeting was to evaluate the proposals and not to have a Referendum on the Referendum. So the Council has already made the decision that we're going to take advantage of the planning study grant money to validate some of the things that were on CABA Associates and add things or take away things from it, as is appropriate. The second thing, along the purposes of this validation of the CABA Associates findings is this, that the reason why we didn't get more responses is because this is an incredibly small amount of money in engineering terms to do the task that we put before them. Other firms have said, listen we could go through and check out some of the stuff and when we put our name to it, though, our professional reputation carries with that, it's not just saying oh yes, it looks like CABA Associates did everything right. So typical study like this is \$30,000; we paid \$32,000 for the first study that we're going for and I talked to some of these engineers that I invited, and they said we just can't do it for that price. So I don't want for this Committee or Council to have expectations that are greater than what the reality is. The last thing I want to throw out there and that is this, we do have a Freedom of Information Act ("FOIA") Requirements regarding to posting meetings. I'm going to be in touch with our attorney first thing tomorrow about us having this Friday afternoon meeting, but under general circumstances, unless there is an emergency meeting called, then, and I'm going to verify this with our solicitor, we have to have a posting seven days ahead of time. So there's a possibility after my conversation with the solicitor, that we're not going to be able to meet on Friday and...

Bill Woods: So in other words, we'll have to do a straw vote.

Win Abbott: And that may cause the Council to have to do their own evaluation and move forward with it, without a recommendation, or to strike this item from the agenda this coming Monday night and to have a meeting later in the month and once again, the later we put off the meetings, the less chance that the money would still be there for us, because other towns are clamoring for this money. So I'm not in opposition to you all meeting. I will honor what this Committee does; I'm just an ex officio member, but I have to tell you that we do have some legal requirements with regard to the FOIA and after I check this out with the solicitor, it might just put a little bit of a setback into this and Council will have their choice whether they want to

do their evaluation and recommendation to move things along on Monday night without necessarily the input of the Water Committee or then to take individually; the members of the Water Committee can forward their recommendations in writing to the Council, without having another committee meeting or then putting this off. But these are all scenarios that you have to consider, so that everything is according to Hoyle. I just want to put that out there.

Councilman West: Okay, if we call this meeting to recess, like they do in court, to reconvene on Friday, like a continuance...

Win Abbott: You know, that may work for us.

Dennis Hughes: Yes.

Win Abbott: That may very well work for us. I doubt that I'll be able to get an emergency meeting.

Councilman West: No, this is a continuance and just like in the court system, we're at recess until Friday afternoon at 4:00 p.m.

Win Abbott: Councilman, I think that would work.

Bill Woods: We are discussing the same things.

Councilman West: We are not changing our agenda. It just gives us more time to do our homework, to reconvene Friday at 4:00 p.m., to finish this up.

Win Abbott: I think that's an excellent strategy and I'll be sure to make all the notices, so that everything's above board, but I think that's the right way to go. I'm not trying to make this any harder on you guys, but we've got to think about what we're doing here.

John Bushey: I want some clarification.

Win Abbott: Yes, Sir.

John Bushey: Does the Council not think that a year from now this money will not be available, or there might not be some other grant come along to pay for this? Why is it that we always seem to be running on the short side of time to get things done, when if we were to say, wait a second, we'll make application for this grant in the next budget year and move forward and take our time and get our information all correctly together and do this in an orderly fashion, instead of trying to run out here and get this done and then get over here and get it done in this time frame; we're just down to the short end of the wire, always?

Councilman West: Jack, it was my understanding that that's what happened, the ball got dropped before and now we're trying to be ahead of the curve now and start from square one again so that when we do go back for a Referendum in a year, we will know that we've got a shot at getting this money. We've got our facts and figures in line, more than what we had before we went to this last Referendum. Am I correct?

Win Abbott: Yes, Sir. Mr. Bushey, I wouldn't pretend to know the mind of seven people collectively and I'm not in the business of making excuses, but I can say this much. A lot can be said for institutional memory. Now you and Denny have been actively involved in this government for a long time and you might take for granted how much you really know and bring to the table, but the fact is that there's been a lot of turnover in the Council and in the management staff here and that creates gaps in this memory and some hold-ups in the process to do certain things. I'm sure that with the last few months of the prior administration, there was not full commitment to carry through some of these things either, as Councilman West said, they dropped the ball. All I can say is, we're doing the best we can right now. I plan to be here for the duration and perhaps your involvement with this will help to guide the Council going forward, but I think a lot of loss, with regard to turnover in Council and the administration, so a lot of things that you take for granted we just didn't know.

John Bushey: I understand. I saw before I got to be Mayor that you need a certain amount of

small town... you still need a certain amount of stability and the government and following things getting done, following things up and interests and all that stuff. I understand where you're coming from there and it's just, I guess, sometimes very frustrating and I guess I got some of my frustration today, but I didn't have the proper information to read and be prepared. But I ain't going to change. I got an email and the buck stops here.

Win Abbott: Yes, Sir. That's alright. It was probably mentioned in that cover letter that I sent to you, rather than an email. It was probably somewhere in all those words in the cover letter, but that's okay. We're all on the same page now. So I suppose that somebody needs to make the motion that we're going to recess this meeting and that we will come back, reconvene on Friday afternoon at 4:00.

John Bushey: I make a motion that we recess until 4:00 p.m. on Friday, which will be the 4th of May, 2012 and reconvene at that time to further our discussion and make a recommendation to the Council for Monday evening.

Bill Woods: I second that.

Councilman West: We've had a motion made and seconded to call this meeting to recess until 4:00 p.m. on Friday, May 4, 2012. Is there any further discussion? All in favor say aye. Opposed. Motion carried.

4. Recess

Councilman West: We have recessed at 4:37 p.m. to be returned at 4:00 p.m. May 4th.